



**PETITION NUMBER:** 0807-ZOA-11  
**REQUEST:** To amend the Westfield-Washington Township Zoning Ordinance with the new Temporary Event and Use Ordinance, WC 16.22.05.  
**EXHIBITS:** 1. Staff Report  
2. Ordinance  
**STAFF REVIEWER:** Jennifer Miller

**PETITION HISTORY:**  
None.

### **PROCEDURAL**

- The July 7, 2008 Workshop Meeting represents the first appearance of the Zoning Ordinance Amendment for section WC 16.22.05 Temporary Event and Use Ordinance.
- Notification of the July 7, 2008 Workshop Meeting was provided in accordance with the Rules of Procedure. Notice of the July 7, 2008 Workshop Meeting was posted to the City web site and at City Hall.
- Petitions for Zoning Ordinance Amendments are not approved at Workshop Meetings. The purpose of the Workshop Meeting is to allow Advisory Plan Commission members and the public to become familiar with the pending amendment, identify issues, and inquire as to potential modifications prior to the full Advisory Plan Commission public hearing.

### **REVIEW OF CHANGES**

The Temporary Event and Use ordinance was created and designed to address the growing concerns of tent sales, outdoor cafes and trailers. The ordinance also incorporates the existing Temporary Greenhouse from the Westfield Municipal Code and accommodates Holiday Tree Sales.

The ordinance sets clear guide lines for permitting and reviewing plans for such temporary events and uses. Due to the public nature of these events and uses, reviews and inspections will be done by the Community Development, Police and Fire Departments. The ordinance requirements also ensure City will be protected from liability and that if additional City services are required, that those costs will be covered. In the event public safety becomes a concern, several key individuals on the City's staff have the authority to immediately shutdown an event or use.

Also included in this section of code is a new permitting process for temporary sales and construction trailers. The code requires that the trailers are properly anchored according to Building Code, accessible according to the Americans with Disabilities Act, removed within a specified period of time, and screened from the views of other residents and businesses in the area.

### **RECOMMENDATIONS**

At this time, staff is not offering a specific recommendation; however, is available to respond to questions.

\*\*\*\*\*

**JMM**



WESTFIELD-WASHINGTON  
ADVISORY PLAN COMMISSION  
WORKSHOP REPORT  
July 16, 2008  
0806-ZOA-09  
Exhibit 1